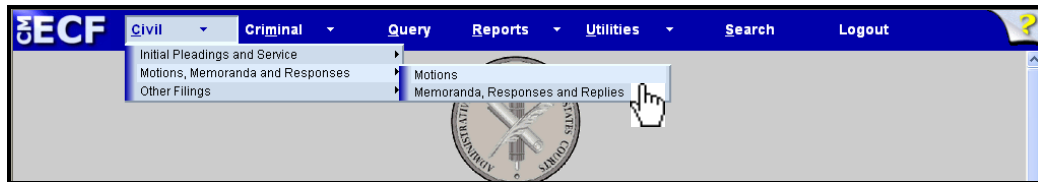


Cascading Menus

Filers will have the option of using new cascading menus. The existing menus will still be available.



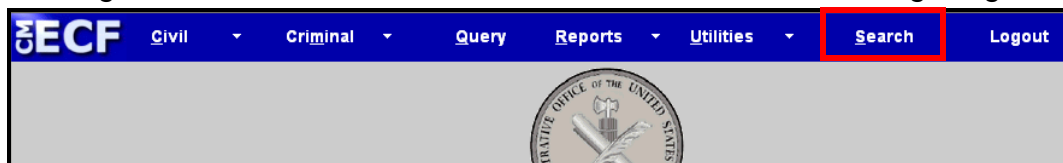
Notice the Civil, Criminal, Reports, and Utilities selections have a down arrow next to them, which indicates the presence of a cascading menu.

A cascading menu may have its own sub-menu, as indicated by an arrow to the right of the menu name.

Placing the mouse pointer over the primary menu option will display the cascading menu list for that item.

Search Menus and Events

A search option has been added to the Main Menu bar. This enhancement is designed to allow filers to search for their document title during filing.



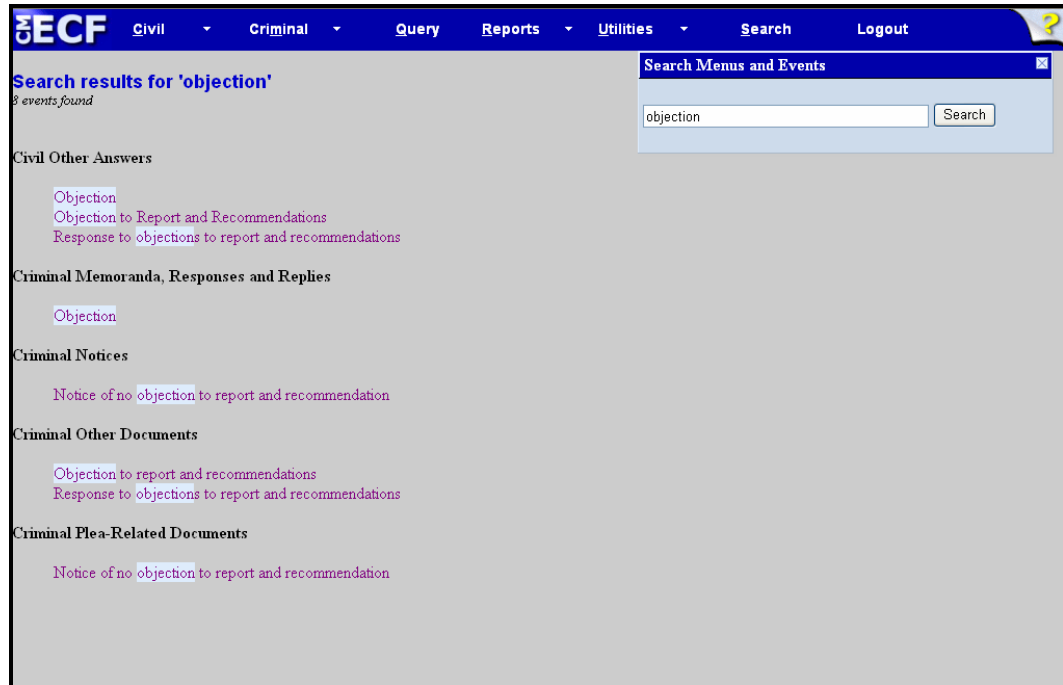
Clicking on Search displays the Search Menus and Events window.



New Features for Attorney Users

In this window enter all or part of the name of the document/event. For example, to file an Objection to Report and Recommendations, type “objection” in the box and click the Search button.

CM/ECF will display a list of events which contain the entered word or string of words and the menu on which the event can be found.



To file the document, simply click on the appropriate event.

Event Search within a Category

When selecting an event category, CM/ECF will display a list of events within the category and an event search box. This is an example of the Motions category.

The screenshot shows the CM/ECF interface for the 'Motions' category. At the top, there is a navigation bar with 'Civil', 'Criminal', 'Reports', 'Utilities', 'Search', and 'Logout'. Below the navigation bar, the 'Motions' section is highlighted. A red warning message states: 'PURSUANT TO ADMINISTRATIVE PROCEDURE II(A)(1)(b), IF THIS IS AN EMERGENCY MOTION YOU MUST CONTACT THE APPROPRIATE CLERK'S OFFICE TO NOTIFY THE COURT OF THE EMERGENCY FILING.' Below this, there is a search box with the placeholder text 'Start typing to find an event.' and a callout bubble saying 'Search for event... OR'. To the right of the search box is a 'Selected Events (click to remove events)' field. Below the search box is a list of 'Available Events (click to select events)' with a scrollable list of event names. A callout bubble points to this list saying 'Scroll Event pick-list'. At the bottom, there are 'Next' and 'Clear' buttons.

To find an event within the category, either scroll down the list or in the search box type all or part of a word from the name of the event.

For example, to locate the Dismiss event, type "dism" in the search box. CM/ECF will display a smaller list of events which have a word starting with the letters entered. Click on the desired event to select it from the list.

The screenshot shows the CM/ECF interface for the 'Motions' category after a search for 'dism'. The search box now contains 'dism' and a callout bubble says 'Click your selection, or use arrows to highlight it and press Enter.' Below the search box, the 'Available Events (click to select events)' list is filtered to show only events starting with 'dism': 'Dismiss', 'Dismiss/Lack of Jurisdiction', and 'Dismiss/Lack of Prosecution'. The 'Dismiss' event is highlighted. To the right, the 'Selected Events (click to remove events)' field now contains 'Dismiss'. At the bottom, there are 'Next' and 'Clear' buttons.

New Features for Attorney Users

The selected event will be added to the Selected Events box, and the list of available events will again be displayed. This is used to allow the filer to submit multi-part documents, such as a "Motion to Dismiss or for Summary Judgment."

The filer continues with the event selection process until all desired events have been added in the Selected Events box. If an incorrect event is selected, simply click on the event to remove it from the list.

The screenshot shows the ECF Motions screen. At the top is a blue navigation bar with the ECF logo and links for Civil, Criminal, Query, Reports, Utilities, Search, and Logout. Below the navigation bar is a red warning message: "PURSUANT TO ADMINISTRATIVE PROCEDURE II(A)(1)(b), IF THIS IS AN EMERGENCY MOTION YOU MUST CONTACT THE APPROPRIATE CLERK'S OFFICE TO NOTIFY THE COURT OF THE EMERGENCY FILING." Below the warning is a search bar with the placeholder text "Start typing to find another event." The main area is divided into two columns. The left column is titled "Available Events (click to select events)" and contains a list of 18 events: Affirm secretaries/commissioners decision, Allow electronic equipment, Alter judgment, Amend/correct, Appeal in forma pauperis, Appeal in forma pauperis/affidavit of indigency, Appear pro hac vice, Appear telephonically, Application for stay of execution, Appoint counsel, Appoint custodian, Appoint expert, Appoint guardian/attorney ad litem, Appoint receiver, and Approve Consent Judgment. The right column is titled "Selected Events (click to remove events)" and contains a list of two events: Dismiss and Summary judgment. At the bottom of the screen are two buttons: "Next" and "Clear".

Once all of the necessary events have been selected, click [Next] to continue.

Searching for a Case Number

The Case Number look-up screen has been modified to reduce the number of screens a user must navigate to find a full case number.

The screenshot shows the ECF Motions screen. At the top is a blue navigation bar with the ECF logo and links for Civil, Criminal, Query, Reports, Utilities, Search, and Logout. Below the navigation bar is a red warning message: "PURSUANT TO ADMINISTRATIVE PROCEDURE II(A)(1)(b), IF THIS IS AN EMERGENCY MOTION YOU MUST CONTACT THE APPROPRIATE CLERK'S OFFICE TO NOTIFY THE COURT OF THE EMERGENCY FILING." Below the warning is a search bar with the placeholder text "Start typing to find another event." The main area is divided into two columns. The left column is titled "Available Events (click to select events)" and contains a list of 18 events: Affirm secretaries/commissioners decision, Allow electronic equipment, Alter judgment, Amend/correct, Appeal in forma pauperis, Appeal in forma pauperis/affidavit of indigency, Appear pro hac vice, Appear telephonically, Application for stay of execution, Appoint counsel, Appoint custodian, Appoint expert, Appoint guardian/attorney ad litem, Appoint receiver, and Approve Consent Judgment. The right column is titled "Selected Events (click to remove events)" and contains a list of two events: Dismiss and Summary judgment. At the bottom of the screen are two buttons: "Next" and "Clear".

After a partial case number is entered, a case selection list will automatically display.

Once a partial case number is entered, click the Find This Case button to begin the case number look-up process.

The screenshot shows the ECF Motions page. The 'Civil Case Number' field contains '06-1'. The 'Find This Case' button is highlighted. A callout bubble points to the 'Next' button, stating: 'The Next button remains grayed out until a full case number is selected.'

When only a portion of a case number is entered, all possible case numbers matches will display.

The screenshot shows the ECF Motions page. The 'Civil Case Number' field contains '06-1'. A list of case numbers is displayed below the field, each with a checkbox. A callout bubble points to one of the checkboxes, stating: 'Selecting a case number checkbox activates the Next button.'

Once the full case number is located, select the proper case number by checking the box and continue with docketing.